

**MINUTES
CITY COUNCIL
CITY OF GREY FOREST, TEXAS
GREY FOREST COMMUNITY CENTER
18249 SHERWOOD TRAIL
HELOTES, TX 78023
April 27, 2021, 6:30 PM**

I. CALL TO ORDER

Mayor Thornton called the City Council meeting to order at 6:32 p.m.

II. ROLL CALL

Mayor Charles M. Thornton Jr., Mayor Pro-Tem Susan Darst, Council Member Jennifer Nottingham, Council Member Geri Poss, Council Member Sean Skaggs, and Council Member Kimberly Verity

Staff Present: Attorney Sonya Herrera, Chief Rene Rodriguez, Deputy Chief Frank Francis, Sgt Scott Ristow, City Secretary Miguel Cantu, and Armstrong, Vaughan & Associates Phil Vaughan, CPA

III. PLEDGE OF ALLEGIANCE AND INVOCATION

The meeting commenced with the Pledge of Allegiance.

IV. PRESENTATIONS BY CITIZENS AND VISITORS

Mrs. Kay McCloskey, 18827 Lookout Mountain, asked that City Council continue to email the City Council agendas and send meeting reminders to the community.

Ms. Mandy Waldrop, 18302 Bluebonnet Drive, wanted to invite everyone in the community to participate in the Annual Community Garage Sale to be held on May 15, 2021 sponsored by the Grey Forest Community Board.

V. ANNOUNCEMENTS / REPORTS / MAYOR AND CITY EMPLOYEES

a) Mayor Announcements

1) Future Financials

2) February 2021 Check Detail

3) 2020-2021 Budget Update

Mayor Thornton presented the Future Financials and the 2020-2021 Budget Update, informing City Council they were prepared by bookkeeper Mrs. Brenda Keeton of Balanced Books. Additionally, the check register for February 2021 was presented and Mayor Thornton asked the Council Members if they had any questions on the financials.

b) Council/Staff Announcements: None

c) Committee Announcements/Reports: None

d) Grey Forest Community Board Update: Mayor Thornton called on Ms. Madeline McCloskey, Community Board Chairman. Ms. McCloskey announced that the board would hold its Annual Community Wide Garage Sale on May 15, 2021. Other reports included the board taking over the Easter Egg Hunt from the Association of Grey Forest Area Fire Fighters and the continuance of cleaning the creek. Ms. McCloskey also announced that the board would be seeking two volunteers to fill positions on the board.

e) Senator Frank L. Madla Natural Area Update: Mayor Thornton called on Council Member Jennifer Nottingham for a report from the Senator Frank L. Madla Natural Board. Council Member Nottingham reported that the inspection by the Texas Parks and Wildlife and Edwards Aquifer Authority had gone very well. Council Member Nottingham will share the report when she receives it. Additionally, Council Member Nottingham thanked Grey Forest Utilities and

Vulcan Materials Company for their donation and assistance in installing the boulders at Madla Park. The boulders will help to protect the park and keep guests from parking in restricted areas. She informed City Council that the trail markers and directional stickers have been placed on the trails. The Board's next project will be to add "no bike" and "stay on the trail" signs throughout the park.

Mayor Pro-Tem Darst arrived at 6:32 p.m.

f) Board of Adjustment Update: Mayor Thornton reported the Board of Adjustments met to discuss a case submitted by applicants Dr. Geri Poss and Peter Carey for a variance. The variance was approved.

g) Police Department Monthly Report: Mayor Thornton called on Police Chief Rodriguez. Chief Rodriguez reviewed the Police Department Monthly Report for March 2021. Chief Rodriguez also reported that the Officer Raymond Yee had applied for grant funds from the Texas Office of the Governor. There were 23 applications and the City placed 8th qualifying for a grant amount of approximately \$75,000.

h) Public Works Monthly Report: None

i) Fire Department Monthly Report: Mayor Thornton reported that ESD #8 Facilities Manager Mr. Don Reddout (not present) had provided a report for City Council's review.

j) Grey Forest Utilities Update: Mayor Thornton reported that Mr. Jeff English, CEO of Grey Forest Utilities, was not present but would provide an update at the next City Council meeting.

Mayor Thornton requested City Council convened into Executive Session at 6:53 p.m. to discuss agenda item X: a) City Council will receive an update from the City Attorney regarding the status of Shannon Kinsley v. City of Grey Forest, et al and related litigation pursuant to Texas Government Code Section 551.071 (consultation with legal counsel).

MOTION WAS MADE BY COUNCIL MEMBER POSS TO ENTER INTO EXECUTIVE SESSION TO DISCUSS AGENDA ITEM X: A) CITY COUNCIL WILL RECEIVE AN UPDATE FROM THE CITY ATTORNEY REGARDING THE STATUS OF SHANNON KINSLEY V. CITY OF GREY FOREST, ET AL AND RELATED LITIGATION PURSUANT TO TEXAS GOVERNMENT CODE SECTION 551.071 (CONSULTATION WITH LEGAL COUNSEL). MOTION SECONDED BY COUNCIL MEMBER NOTTINGHAM. COUNCIL VOTED 5-0.

The City Council reconvened in Open Session at 7:51 p.m.

VI. PUBLIC HEARING

a) None

THE FOLLOWING ITEMS MAY BE CONSIDERED AT ANY TIME DURING THE REGULAR COUNCIL MEETING:

VII. CONSENT AGENDA

a) Approval of Minutes: March 23, 2021

b) Approval of Internal Audit of City's Financial Statements for FY 2018/2019 and FY 2019/2020

MOTION WAS MADE BY COUNCIL MEMBER VERITY TO APPROVE THE MINUTES FOR MARCH 23, 2021 AND THE INTERNAL AUDIT OF CITY'S FINANCIAL STATEMENTS FOR FY 2018/2019 AND FY 2019/2020. COUNCIL MEMBER POSS SECONDED THE MOTION. COUNCIL VOTED 5-0.

VIII. NEW BUSINESS

a) Discuss and take possible action regarding issues related to code enforcement and possible amendments to the Nuisance Ordinance.

Mayor Thornton stated that he wanted to understand how the City Council wished to address the nuisances and code enforcement concerns. He felt that residents moved to the City because they wanted to get away from "big brother" watching over them and free of over regulation. Council Member Verity stated that it would be beneficial to keep track of the number of complaints on a property and have a protocol to address the concerns by the Police Department. Mayor Thornton also reminded City Council to be mindful of those residents that complaining about other property owners because they may dislike them. Mayor Pro-Tem Darst added the City had to be consistent in enforcing the ordinances. Council Member Skaggs stated some concerns are uncontrollable such as dogs barking at various wildlife in the area during the nights. Mayor Thornton informed City Council some residents are contacting Police Officers on their personal cell phones to complain about other residents; however, he reminded the public that a non-emergency dispatch number was available to make reports. Chief Rodriguez stated the Police Department is also receiving calls from relatives not residing in the city to voice complaints for residents. He stated the Police Department would do a courtesy drive by but not directly address the issue since the resident could make the phone call to address the concern of a nuisance. Mayor Thornton stated that at the next City Council meeting City Council could put an action plan together to address nuisances.

b) Discuss and take possible action on Storage of Electronically Sent Work Related Messages policy.

Deputy Chief Frank Francis stated during the 86th Legislature records retention related to storage of electronically sent work related messages had changed. A member of the municipality and its boards conducting city business have two options that included the member to forward the message into repository or to keep the message until the term of the retention. Deputy Chief Francis provided an overview of the plan to retain electronic messages. Chief Rodriguez requested the Mayor ask all City Council Members sign the acknowledgement form to follow the rules for storage of work-related electronic messages, texts, and emails.

c) Discuss and take possible action on Ordinance 2021-07; an ordinance establishing Chapter 15 – Signs of the City of Grey Forest Code of Ordinances, providing for regulations on non-traffic control signs, licenses, and permits, and providing for civil and criminal penalties.

City Attorney Sonya Herrera presented the updated ordinance and highlighted some changes to include that all signs are not permanent, note of setbacks, legal laws regarding real estate signs, temporary, and political signs. After discussion and clarification by the City Council, City Attorney Herrera stated she would add a 6th foot height, signs must be removable and not permanent, and the ability to create a board for variances to the sign ordinances.

d) Discuss and take possible action on Resolution 2021-07R, a resolution of the City of Grey Forest, Texas approving the submission of a grant application for Criminal Justice Modernization III to the Office of the Governor.

Mayor Thornton informed City Council the resolution was to authorize the Police Department to submit a grant application to the Office of the Governor for Criminal Justice Modernization III for additional tasers.

MOTION WAS MADE BY COUNCIL MEMBER POSS TO APPROVE RESOLUTION 2021-07R, A RESOLUTION OF THE CITY OF GREY FOREST, TEXAS APPROVING THE SUBMISSION OF A GRANT APPLICATION FOR CRIMINAL JUSTICE MODERNIZATION III TO THE OFFICE OF THE GOVERNOR. COUNCIL MEMBER SKAGGS SECONDED THE MOTION. COUNCIL VOTED 5-0.

e) Discuss and take possible action on appointment of Susan Beavin, Chris Porter, and

Storms Duthie to the City of Grey Forest Senator Frank L. Madla, Jr. Natural Area Board of Directors.

Mayor read the agenda item.

MOTION WAS MADE BY MAYOR PRO-TEM DARST TO APPOINT SUSAN BEAVIN, CHRIS PORTER, AND STORMS DUTHIE TO THE CITY OF GREY FOREST SENATOR FRANK L. MADLA, JR. NATURAL AREA BOARD OF DIRECTORS. COUNCIL MEMBER POSS SECONDED THE MOTION. COUNCIL VOTED 5-0.

IX. UNFINISHED BUSINESS

a) Discuss and take possible action on nominating and appointing a liaison to the City of Grey Forest Emergency Response Team.

Council Member Nottingham stated she would accept the nomination to be on the City of Grey Forest Emergency Response Team with Mayor Pro-Tem Darst. Council Member Geri Poss offered to be an alternate and offer her professional services to assist the team.

MOTION WAS MADE BY COUNCIL MEMBER VERITY TO APPOINT MAYOR PRO-TEM DARST AND COUNCIL MEMBER NOTTINGHAM AS LIAISONS TO THE CITY OF GREY FOREST EMERGENCY RESPONSE TEAM AND COUNCIL MEMBER GERI POSS AS AN ALTERNATE. MAYOR PRO-TEM DARST SECONDED THE MOTION. COUNCIL VOTED 5-0.

X. EXECUTIVE SESSION: Moved agenda item after Announcements/Reports/Mayor and City Employees.

XI. GENERAL ANNOUNCEMENTS & FUTURE AGENDA ITEMS REQUESTED

a) None

XII. ADJOURNMENT

MOTION WAS MADE BY COUNCIL MEMBER POSS TO ADJOURN AT 9:14 P.M. MAYOR PRO-TEM DARST SECONDED THE MOTION. COUNCIL VOTED 5-0.

PASSED AND APPROVED THIS 25TH DAY OF MAY, 2021.

APPROVED:




Charles Mitchell Thornton
Mayor

ATTEST:


Miguel Cantu, TRMC
City Secretary